



SCOTTSDALE AIRPORT ADVISORY COMMISSION MEETING NOTICE AND AGENDA

Wednesday, May 11, 2011

6:00 p.m.

Scottsdale Airport Terminal Lobby
15000 N. Airport Drive, Scottsdale, AZ



AIRPORT ADVISORY COMMISSION

Gunnar Buzzard, Chairman

John Washington, Vice Chairman

Ken Casey

William Schuckert

William Bergdoll

Michael Goode

Lois Yates

Call to Order

Roll Call

Aviation Director's Report

The public body may not propose, discuss, deliberate or take legal action on any matter in the summary unless the specific matter is properly noticed for legal action.


Approval of Minutes

REGULAR MEETING

April 13, 2011

Public Comment

Citizens may address the members of the Airport Advisory Commission during Public Comment. This "Public Comment" time is reserved for citizen comments regarding non-agendized items. However, Arizona State law prohibits the Airport Advisory Commission from discussing or taking action on an item that is not on the prepared agenda.

 Persons with a disability may request a reasonable accommodation by contacting Theresa Smith at Airport Administration (480-312-2321). Requests should be made 24 hours in advance or as early as possible to allow time to arrange accommodation. For TTY Users, the Arizona Relay Service (1-800-367-8939) may contact the Aviation Department (480-312-2321).

CONSENT AGENDA

ITEMS 1-4

How the Consent Agenda Works: The Commission may take one vote to act on all items on the Consent Agenda, or may remove items for further discussion. Every interested citizen will have one opportunity to speak on any or all Consent Agenda items. If you wish to speak on these items, please complete a Request to Speak card for each topic you wish to address. **You will be given three minutes to speak on all the Consent Agenda items you wish to address. Additional time for multiple agenda items will be at the Chairman's discretion.**

After all speakers have finished, the Commission will decide which items to remove for additional discussion and/or presentation from staff. Items not removed from the Consent Agenda will be considered in one motion. Items removed for clarification or discussion by the Commission will be acted on as appropriate.

1. Discussion and Possible Action Regarding Application for Airpark Aeronautical Business for Sunstate Aviation & Leasing, LLC to conduct Hangar/Shade Leasing Services
Staff contact: Shannon Johnson, Management Analyst, 312-8475, shjohnson@scottsdaleaz.gov
2. Discussion and Possible Action Regarding Application for Airport Aeronautical Business for Classic Air Aviation, LLC to conduct Aircraft Washing Services
Staff contact: Shannon Johnson, Management Analyst, 312-8475, shjohnson@scottsdaleaz.gov
3. Discussion and Possible Action Regarding Application for Airpark Aeronautical Business for 7689, LLC to conduct Hangar/Shade Leasing Services
Staff contact: Shannon Johnson, Management Analyst, 312-8475, shjohnson@scottsdaleaz.gov
4. Discussion and Possible Action Regarding Application for Airport Aeronautical Business for SDL Holdings, LLC to conduct Flight Training Services
Staff contact: Shannon Johnson, Management Analyst, 312-8475, shjohnson@scottsdaleaz.gov

REGULAR AGENDA BEGINS ON FOLLOWING PAGE

REGULAR AGENDA

ITEMS 5-11

How the Regular Agenda Works: The Commission takes a separate action on each item on the Regular Agenda. If you wish to address the Commission regarding any or all of the items on the Regular Agenda, please complete a Comment Card for each topic you wish to address and submit it to Aviation Staff. Speakers will be given three minutes to speak per item. Additional time *may* be granted to speakers representing two or more persons. Cards for designated speakers and the persons they represent must be submitted together. **Comment cards must be submitted before public testimony has begun on any Regular Agenda or Public Hearing item.**

5. Discussion and Input Regarding a update on the status of the Airport restaurant
Staff contact: Gary P. Mascaro, Aviation Director, 312-7735, gmascaro@scottsdaleaz.gov
6. Discussion and Input Regarding the Airport Commission Liaison Program
Contact: Chairman Buzzard, 312-2321, gwb@vme.com
7. Discussion and Input Regarding Monthly Operations Reports for April 2011
Staff contact: Chris Read, Airport Operations Manager, 312-2674, cread@scottsdaleaz.gov
8. Discussion and Input Regarding Monthly Financial Reports for March 2011
Staff contact: Shannon Johnson, Management Analyst, 312-8475, shjohnson@scottsdaleaz.gov
9. Discussion and Input Regarding the Pilot and Community Outreach Programs
Staff contact: Kate O'Malley, Planning and Outreach Coordinator, 312-8482, komalley@scottsdaleaz.gov
10. Discussion and Input Regarding Status of Aviation Items to City Council
Staff contact: Gary P. Mascaro, Aviation Director, 312-7735, gmascaro@scottsdaleaz.gov
11. Discussion and Possible Action to Modify the Airport Advisory Commission Meeting
Start time, Schedule, and or Commission Item Calendar
Staff contact: Gary P. Mascaro, Aviation Director, 312-7735, gmascaro@scottsdaleaz.gov

Commission Summary of Current Events

The public body may not propose, discuss, deliberate or take legal action on any matter in the summary unless the specific matter is properly noticed for legal action.

Future Agenda Items

Discussion and possible action regarding Commissioner requested future agenda items.

Adjournment



APPROVAL OF MINUTES

Meeting Date: 05/11/11

Staff Contact: Gary P. Mascaro,
Aviation Director

Phone: (480) 312-7735

ACTION

Approval of Minutes – Regular Meeting
[April 13, 2011](#)

Attachment(s): 1. Draft minutes of the April 13, 2011 Regular Meeting

Action taken:



DRAFT

**SCOTTSDALE AIRPORT ADVISORY COMMISSION
PUBLIC MEETING**

**Scottsdale Airport Terminal Lobby
15000 N. Airport Drive, Scottsdale, AZ**

April 13, 2011

MINUTES

PRESENT: John Washington, Vice-Chairman
Ken Casey
Michael Goode
William Schuckert
Lois Yates

ABSENT: Gunnar Buzzard, Chairman
William Bergdoll

STAFF: Gary P. Mascaro, Aviation Director
Shannon Johnson, Management Analyst
Kate O'Malley, Planning & Outreach Coordinator
Chris Read, Airport Operations Manager

OTHERS: Pauline Hecker, Risk Management Director

CALL TO ORDER

Vice-Chairman Washington called the meeting to order at 6:00 p.m.

ROLL CALL

A formal roll call confirmed the presence of Commissioners as noted above. Commissioner Goode noted that Chairman Buzzard is serving in Afghanistan.

AVIATION DIRECTOR'S REPORT

Mr. Gary Mascaro, Aviation Director said he has been in touch with Chairman Buzzard via email. He is safe and extremely busy.

He introduced Ms. Kate O'Malley, the new Planning and Outreach Coordinator. The Airport is now fully staffed. She is currently working on an Airport video with the Public Information Office.

The documents for the regulatory rewrite process have been completed and will be posted online this week for review with all the suggested changes and comments. Next steps will be another meeting in about a month. He anticipates that after that meeting most of the items will be fleshed out and staff will be able to bring everything to the Commission for review and possible action.

Commissioner Casey inquired whether everyone who has participated thus far in the regulatory rewrite process will be advised when the documents are posted on the website. Mr. Mascaro said that they will, and staff will also email everyone who has signed up for updates. They will not be mailing any hard copies however.

Commissioner Goode asked about the Air Show. Mr. Mascaro said PSM² has been selected to organize the Air Fair this fall.

APPROVAL OF MINUTES

1. Approval of Minutes

Regular Meeting: March 9, 2011

Commissioner Casey made a motion to approve the regular meeting minutes of the March 9, 2011 meeting. Commissioner Goode seconded the motion, which carried by a vote of five (5) to zero (0). Chairman Buzzard and Commissioner Bergdoll were absent.

PUBLIC COMMENT

None noted.

REGULAR AGENDA

1. Discussion and Input Regarding Risk Management Insurance Update

Risk Management Director Ms. Pauline Hecker told the Commission that the City currently purchases \$100 million liability insurance coverage for the Airport. The cost of the premium including the broker's 15 percent commission was \$35,190 for the current fiscal year. That represented a reduction of 15 percent from the policy for the previous year, and a reduction of 29 percent from FY 2008/09. However, she cautioned that they will probably face a flat renewal rate for FY 2011/12 in July. The broker, ACE USA, has

been the incumbent carrier at the City for the past several years. They are an excellent carrier and she does not see a need to change unless another insurer makes a really good offer.

Commissioner Casey asked whether the broker has to submit an RFP. Ms. Hecker said that under the City's procurement code, she is authorized to procure insurance through a broker. She is currently using Willis of Arizona. She will issue an RFP for the insurance broker this fall as they are currently in the fifth year of their contract.

Vice-Chairman Washington inquired why the Airport received the premium reductions. Ms. Hecker replied that the market has been very favorable for the last few years. However, insurance companies feel that the market is starting to recover. For example, Worker's Compensation premiums are expected to rise by nearly 30 percent. In response to a follow-up question from Vice-Chairman Washington, Ms. Hecker said there is nothing at this time that the Commission can do to help keep the premiums low.

2. Discussion and Input Regarding a Potential Economic Impact Study for the Airport and Airpark Area

Vice-Chairman Washington noted that the Commission is awaiting Chairman Buzzard's input when he returns from duty. None of the Commissioners had anything to add to the discussion. This item was tabled.

3. Discussion and Possible Action to Recommend to City Council Adoption of Resolution No. 8646, Authorizing Construction Bid Award No. 11PB033 to the Lowest Responsive Bidder

Airport Operations Manager Mr. Chris Read said there are two phases to the ramp rehabilitation project. Phase 1 is the main Landmark FBO ramp and Phase 2 is by Landmark South. Staff received some favorable bids. The FAA is interested in finding more grant funding so that both phases can be completed. If the FAA sends a tentative allocation letter before May 3, staff will take both phases to City Council for approval.

Mr. Read explained that the FAA would be providing 95 percent of the funding, the State would provide 2.5 percent, and the Aviation Enterprise Fund would be responsible for the remaining 2.5 percent. Phase 1 is scheduled to take approximately 55 days, and Phase 2 will take approximately 30 days. Staff have been in close touch with Landmark Aviation since their operations will be affected. Construction is planned for mid-summer to minimize the effects on the company.

In response to a query from Commissioner Yates, Mr. Read said five or six bids were received. J Banicki Construction is based in Tempe.

Vice-Chairman Washington said he appreciated the flexibility of phasing this project.

Commissioner Schuckert made a motion to recommend that City Council approve Resolution No. 8648 authorizing award of construction bid No. 11PB033 to J Banicki Construction, Inc. for the rehabilitation of Scottsdale Airport Aircraft Parking Area

Phase 1 and Phase 2. Commissioner Casey seconded the motion, which carried by a vote of five (5) to zero (0). Chairman Buzzard and Commissioner Bergdoll were absent.

4. Discussion and Input regarding the Feasibility of Expanding US Customs Service

Management Analyst Ms. Shannon Johnson discussed the feasibility of expanding US Customs Service at Scottsdale Airport. She noted that US Visit will be rolled out as soon as US Customs gives the go-ahead. Currently clientele is limited to arriving US citizens, US permanent residents, most Canadian citizens, and with prior permission, Mexico based flights. US Visit will permit visitors from all over the world to enter the U.S. at Scottsdale Airport. As soon as they receive notice, Airport staff will issue a press release and start a marketing program to reach as many potential users as possible.

Currently Customs service is available at the Airport Thursday through Monday from 9:00 a.m. to 5:00 p.m. Customs arrivals outside of those hours are available for an additional charge of \$225 which covers costs. Ms. Johnson said her research shows that demand for service on Tuesdays and Wednesdays and after hours is minimal at this point. Annually US Customs Service costs the Airport about \$155,000, which includes salaries and benefits, utilities, overtime, training, et cetera. The annual costs can be substantially higher when computer upgrades are needed. Unforeseen expenses also arise such as tenant improvements. This fiscal year the Airport has spent approximately \$12,000 preparing the Customs office for the US Visit program. At this point the Airport is making sufficient revenue to cover the cost of US Customs Service on a break-even basis. There does not appear to be enough demand for service to justify additional personnel in order to expand the service to seven days a week. This would cost about \$60,000 annually. Staff recommend evaluating the volume of requests after US Visit has been up and running for about a year.

Commissioner Goode asked whether demand is lower on Tuesdays and Wednesdays because of the extra charge. Ms. Johnson said she spoke with Officer Kennedy, who told her most people want to arrive on the weekend. He receives very few calls asking about landing on Tuesdays and Wednesdays. He could only recall turning down one request in the last six months. Commissioner Goode noted that the deficit if they were to switch to daily Customs service would be about \$37,000 annually. He asked how much more volume staff anticipates once US Visit is in place. Ms. Johnson said it is very hard to tell at this point. Commissioner Goode inquired whether Sky Harbor will try to send visitors to Scottsdale Airport. Mr. Mascaro said he does not expect US Customs to encourage people to fly into Scottsdale. However they will offer that opportunity to fly directly to Scottsdale if they believe the client wants to come. Commissioner Goode suggested a review six months after US Visit is implemented. Mr. Mascaro said that staff has daily contact with the Customs officer. If he sees an influx of visitors, they have the flexibility to adjust the contract very quickly to bring in an officer to cover every day. Commissioner Goode said he did not want to wait a year to expand service if the demand existed. Mr. Mascaro said US Customs had suggested evaluating the situation after a year. At the moment they are locked into having one agent present for 40 hours a week over five days. The extra cost would be for adding 16 hours of service per week.

Commissioner Casey inquired whether demand is light on Tuesdays and Wednesdays because people think Customs is closed. Mr. Mascaro replied that he had implemented

the Customs service when he was at Scottsdale Airport before. They polled users to choose the best days, and adjusted the hours of operation three times to meet the needs of the greatest number of clients. The Customs officers never refuse service, they just explain the additional cost of \$225. Staff asked Officer Kennedy to talk with visitors and try to get a sense of their needs. He has the sense that visitors are happy with things the way they are. Commissioner Casey said there still could be demand that is not being counted because people assume the Customs office is closed on Tuesdays and Wednesdays. He asked whether they had considered having Customs open seven days a week during the winter and scaling operations back in the summer when things are less busy. Mr. Mascaro said staff looked into that but US Customs was absolutely not interested.

In response to a question from Commissioner Yates, Ms. Johnson said the majority of international visitors are corporate clients. Commissioner Yates said this traffic would be steady throughout the year and not as seasonal as tourism.

Vice-Chairman Washington said publishing in the AFD that Customs service is not available at the Airport on Tuesdays and Wednesdays creates a chicken and egg situation. Mr. Mascaro clarified that they state that Customs is not open, but the service is available at cost.

5. Discussion and Input Regarding the New Scottsdale Airport Logo

Ms. O'Malley showed the new Scottsdale Airport logo, which features a more modern, approachable, and identifiable design with the flexibility for a variety of uses. It was designed by Rick Forcus in the City's Graphic Design Department and selected by the City Manager. She discussed the design features and colors. Next steps will be updating the website with the new logo, and updating signage around the Airport including monumental and directional signs.

Commissioner Schuckert said he had a hard time seeing aviation in the new logo. Mr. Mascaro said staff has looked at different renditions and the City Manager wanted a more modern look. He added that the signs on Scottsdale Road will not be changed because they have to meet transportation standards.

6. Discussion and Input regarding the Airport Advisory Commission liaison program

Commissioner Goode said that LASP, the large aircraft security program, is currently under legal review. Then it will go to OMB, then probably at the end of the summer it will go to NPRM. A comment period of from 90 to 120 days will follow before implementation. He has learned it will be based on throw weight, which is the amount of fuel on board. Some kind of trusted pilot program will be set up. The pilot will be responsible for who is on the plane and what it does. He does not believe the Airport will need to do anything from a security standpoint.

Commissioner Casey said that LASP is a big deal for business aviation. Commissioner Goode said the FAA has listened to the comments made to the original proposal and it appears that the current one will be much more workable.

Commissioner Goode reported that George Bye of Bye Aerospace visited with Mr. Mascaro and himself and gave them a presentation. Mr. Bye said he wants to locate to Scottsdale. Apparently Mr. Bye is a great salesperson. Commissioner Goode has heard that the Greenflight Project is behind and not quite on track. That could be a concern if a lot of concessions are given to get the project to move to Scottsdale. He will try to find out more when in Denver next week.

On the topic of Airport regulations and standards, Commissioner Schuckert asked whether they will be able to identify where comments are coming from. Mr. Mascaro said the comments and the staff's replies will be clearly stated, but the questioners will not be identified. Commissioner Schuckert said he would like to be able to discuss proposed changes with some of those who made the suggestions if possible to understand the basis for the comment. Mr. Mascaro said he knows the basis for many of the comments and has met with several individuals one on one on some of the comments that were unclear. At the next meeting his goal is to have that ability for the Commissioners to ask those questions in the forum. Commissioner Schuckert was concerned that one individual at the last meeting had objections to revisions of the access permits, and said he wants to understand their thinking.

Commissioner Yates reported that the City's master planning process is still underway.

Reporting on community communications and public relations, Vice-Chairman Washington said they are waiting for FAA approval of the Park'n'Ride.

Mr. Mascaro reported that the eagle statue should be erected within the next 30 to 60 days. The plans are in the approval process. The City has agreed to maintain the small area around the statue. The adjacent park is stalled, as Vice-Chairman Washington reported, however this is not because of an FAA issue. The Airport and Community Services staff are waiting to see a schematic of what the park will look like, and they need a written commitment of funding to complete that park. The planned Park'n'Ride is on Airport property that is currently unused. The City Transportation Department has asked Aviation to use that property. They expect to receive FAA approval shortly to complete the design concept for the Park'n'Ride. This will be advantageous to the Airport as Federal regulations require that non aeronautical uses pay market value for the property. Accordingly he has negotiated a deal with the Transportation Department based on an appraisal, to pay the Airport \$2 million. This would go into the Airport Enterprise Fund. Because the City received ARRA funding two years ago for this project it needs to be completed quickly. He believes everything is in order.

Vice-Chairman Washington said that the Development Review Board and/or the Planning Commission and some City Planning staff have said that the landscaping palette of the Park'n'Ride, the park, and the statue, need to be coordinated. The private fundraisers who are trying to place the eagle statue are waiting on the outcome of this discussion before continuing to fundraise.

Mr. Mascaro said Chairman Buzzard is interested in being the liaison for the Air Fair. This would be significantly beneficial, given his military contacts. Everyone concurred that this was a good idea, and Vice-Chairman Washington appointed Chairman Buzzard as liaison for the Air Fair.

7. Discussion and Input regarding Quarterly Noise Complaint Summary Report

Ms. O'Malley presented the noise complaint report for the first quarter of 2011. She noted that one complainant made 278 complaints, the majority of which pertained to noise from news helicopters. She has spoken with this gentleman recently and advised him that two of the news helicopters have left Scottsdale Airport.

Commissioner Casey complimented Ms. O'Malley on the new and informative layout of the report. He asked who decides that night time hours are between 10:00 p.m. and 6:00 p.m., commenting that 10:00 seems late. Mr. Mascaro said the voluntary curfew is at 10:00 p.m.

In response to a follow-up query from Commissioner Casey, Ms. O'Malley said all complaints are logged in the database. If the complainant requests a call back, staff calls them back.

Mr. Read elaborated that the Fox 10 news helicopter left the Airport. The other helicopter, News 20, belonged to a conglomerate of different TV stations.

Commissioner Schuckert asked how complainants typically deliver their complaints. Ms. O'Malley said a lot come in online.

Vice-Chairman Washington suggested that it would be helpful to the audience in future to display the noise reports. Commissioner Casey said an overhead transparency would be helpful to the audience.

8. Discussion and Input Regarding Monthly Operations Reports for March 2011

Mr. Read presented the monthly operations report for March 2011 and provided an update on the construction project.

Commissioner Casey asked him why based aircraft have decreased but operations and activity are increasing. Mr. Read said training flights from other airports can ramp up operations.

Vice-Chairman Washington commented that the incident when a drunk driver knocked out electric power to the Airport was an important vulnerability, even though the backup generators immediately kicked in. He asked whether the Airport Advisory Commission can do anything from a policy perspective to provide additional protection for the transformer. Mr. Read said this is the first time anything like this has happened. He undertook to speak with the Transportation Department to see if they would recommend reflectors on the curb.

9. Discussion and Input Regarding Monthly Financial Reports for February 2011.

Ms. Johnson reviewed the budget and financial reports.

Commissioner Casey inquired whether avgas and Jet A were combined in the figures for fuel flowage in the Airpark. Ms. Johnson said it is all Jet A in the Airpark.

Commissioner Yates said Ms. Johnson is doing a really wonderful job.

10. Discussion and Input Regarding Airport and Airpark Aeronautical Business Permit Additions, Cancellations, or Revocations

Ms. Johnson reported on the changes during the past month.

11. Discussion and Input Regarding Status of Aviation Items to City Council

Mr. Mascaro reported that the Airport Construction Bid Award is scheduled to go to City Council on May 17 on the consent agenda, if they receive the tentative allocation notice from the FAA. If this is received, staff will advise the Commissioners.

The Children's Learning Adventure has requested approval of a site plan for a new child care facility. The Cocopah Middle School has also requested approval of a site plan for the school. The General Plan update is still to be announced.

Mr. Mascaro reminded them that staff only bring items before the Airport Advisory Commission is when there is a conflict in the Part 150 study. He said that the downtown planning staff have been conscientious in abiding by the Airport's requirements based on the adopted Part 150 study. Height, disclosure notices, and if necessary, aviation easements are taken into consideration.

Vice-Chairman Washington said that the developer of Pinnacle in the Perimeter Center is looking to amend development standards inside the Loop 101 at Princess Drive to build a complex up to 65 feet. Although this project does not have to come to the Airport Advisory Commission for approval he noted that it will have to be approved by the FAA. Mr. Mascaro said the Planning Department was very proactive with the developer, recommending that they run preliminary numbers through the FAA website, although the developer chose not to do so at this point. The developer will be required to meet FAA standards prior to final plan approval. Vice-Chairman Washington opined that even though this development is outside of the Airport's influence area, it should at least come to the Commission for review. Mr. Mascaro said it would not come before the Airport Advisory Commission because it is not a change of use, just a height issue. He said that Ms. O'Malley checks these types of cases all the time. Staff does not consider height an issue because they see them all the time and the FAA is very strict about height restrictions.

12. Discussion and possible Action to Modify the Airport Advisory Commission Meeting Schedule and Commission Item Calendar

Commissioner Goode noted that Commissioner Yates' term will expire this September. Mr. Mascaro said Commissioner Bergdoll and Chairman Buzzard's terms are both expiring in June. Commissioner Yates has served for a total of six years.

COMMISSION SUMMARY OF CURRENT EVENTS

None noted.

FUTURE AGENDA ITEMS

Commissioner Casey requested to add a status update regarding the restaurant.

Commissioner Casey moved that a report on the status of the Airport restaurant be added to the agenda as a regular item. Commissioner Goode seconded the motion, which carried by a vote of five (5) to zero (0). Chairman Buzzard and Commissioner Bergdoll were absent.

Commissioner Yates complimented Mr. Mascaro on his work on the Park'n'Ride. She noted that past attempts to find someone to use that land had been unsuccessful so obtaining \$2 million for it is great.

Vice-Chairman Washington said that the possibility of holding the meeting at an earlier time has been raised and he feels this is a good idea. Mr. Mascaro said the Commission can discuss this at this point, but since it would be an action to modify the meeting schedule he would recommend making a decision next month.

Commissioner Yates pointed out that these are public meetings; if held too early in the day people may not be able to attend.

Mr. Mascaro reminded the public that all information packets are available online and that people can sign up for the email subscription manager to get notification when these are posted.

ADJOURNMENT

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 7:18 p.m.

Respectfully submitted,

A/V Tronics, Inc. DBA AVTranz



COMMISSION ACTION REPORT

Ratification of Airpark Aeronautical Business Permit for Sunstate
Aviation & Leasing, LLC

Consent Agenda Item No.: 1

Meeting Date: 05/11/11

Staff Contact: Shannon Johnson,
Management Analyst

Phone: (480) 312-8475

ACTION

Ratification of Airpark Aeronautical Business Permit for Sunstate Aviation & Leasing, LLC to conduct hangar/shade leasing services in the Scottsdale Airpark.

PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted in the Airpark requires a valid Airpark Aeronautical Business Permit. In addition, the Airpark Minimum Operating Standards outlines the process for obtaining such a permit. Sunstate Aviation & Leasing, LLC has requested an Airpark Aeronautical Business Permit to conduct hangar/shade leasing services in the Scottsdale Airpark.

APPLICANT(S)

Michael Fessenden
Sunstate Aviation & Leasing, LLC
7975 E. McClain Dr.
Scottsdale, AZ 85260

KEY CONSIDERATIONS

Sunstate Aviation & Leasing, LLC has provided the appropriate documentation as required in the Airpark Minimum Operating Standards.

Attachment(s): 1. Completed Airpark Aeronautical Business Permit
2. Vicinity Map

Action taken:



SCOTTSDALE AIRPARK AERONAUTICAL BUSINESS PERMIT

(Required to conduct commercial aeronautical activity in the airpark)

Business or activity to be conducted (Check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Aircraft Sales Services | <input type="checkbox"/> Helicopter Leasing or Rental Services |
| <input type="checkbox"/> Aircraft Charter Services | <input type="checkbox"/> Helicopter Flight Training Services |
| <input type="checkbox"/> Aircraft Management Services | <input type="checkbox"/> Helicopter Maintenance & Repair Services |
| <input checked="" type="checkbox"/> Hangar/Shade Leasing Services | <input type="checkbox"/> Other: |

These activities are limited by City ordinance and the Airpark Minimum Operating Standards. Please refer to each document for further information and standards for each type of business.

Applicant: Sunstate Aviation & Leasing, LLC

Authorized Representative: Michael Fessenden Title: Chief Pilot

Business Address: 7975 E. McClain Dr.

City, State, Zip: Scottsdale AZ 85260

Billing Address: 5552 E. Washington St.

City, State, Zip: Phoenix AZ 85034

Phone: (work): 602-683-0283 (fax): 602-683-2205 (emergency): 602-683-0321

Email Address: mfessenden@sunstateequip.com

The Applicant hereby requests the above action(s) from the city for the privilege of conducting commercial aeronautical activities in the airpark, and in consideration of this request being granted agrees to the following:

- ➔ **FEE PAYMENT:** The Applicant agrees to pay all applicable monthly fees on time by the twentieth (20) day of each month, and all required fees including late fees, interest and penalties without deduction of any kind.
- ➔ **PERMIT LIMITATIONS:** This permit may not be assigned or transferred, and is limited to only the approved business activity listed above subject to the attached stipulations.
- ➔ **INFORMATION CHANGES:** The Applicant shall notify the Airport Administration Office in writing within fifteen (15) days of any change to the information provided on this form.
- ➔ **INDEMNIFICATION:** The Applicant shall indemnify the city pursuant to Chapter 5 of the Scottsdale Revised Code.
- ➔ **COMPLIANCE WITH THE LAW:** The Applicant shall comply with all applicable laws, ordinances, rules and regulations.

The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.

Michael Fessenden
Authorized Representative's Signature

4-6-2011
Date signed

***** Airport Administration Use Only *****

Indicate documents provided to applicant

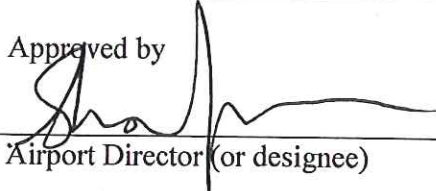
- | | |
|--|---|
| <input checked="" type="checkbox"/> City Code - Chapter Five * | <input checked="" type="checkbox"/> Airpark Minimum Operating Standards * |
| <input checked="" type="checkbox"/> Airpark Rule and Regulations * | <input type="checkbox"/> Airport Wingspan Restriction Map |
| <input type="checkbox"/> Airport Rules and Regulations | <input type="checkbox"/> Receipt for Payment of Fees |
| <input type="checkbox"/> Airport Minimum Operating Standards | |
- * www.scottsdaleairport.com

Attach copies of applicable documents

- | | |
|--|--|
| <input type="checkbox"/> Lease agreement | <input type="checkbox"/> FAA Certificates |
| <input type="checkbox"/> Sublease agreement | <input checked="" type="checkbox"/> Certificates of Insurance |
| <input type="checkbox"/> Airport Driver/Vehicle Permit | <input checked="" type="checkbox"/> Business/Privilege Tax License |

AIRPORT DIRECTOR'S COMMENTS

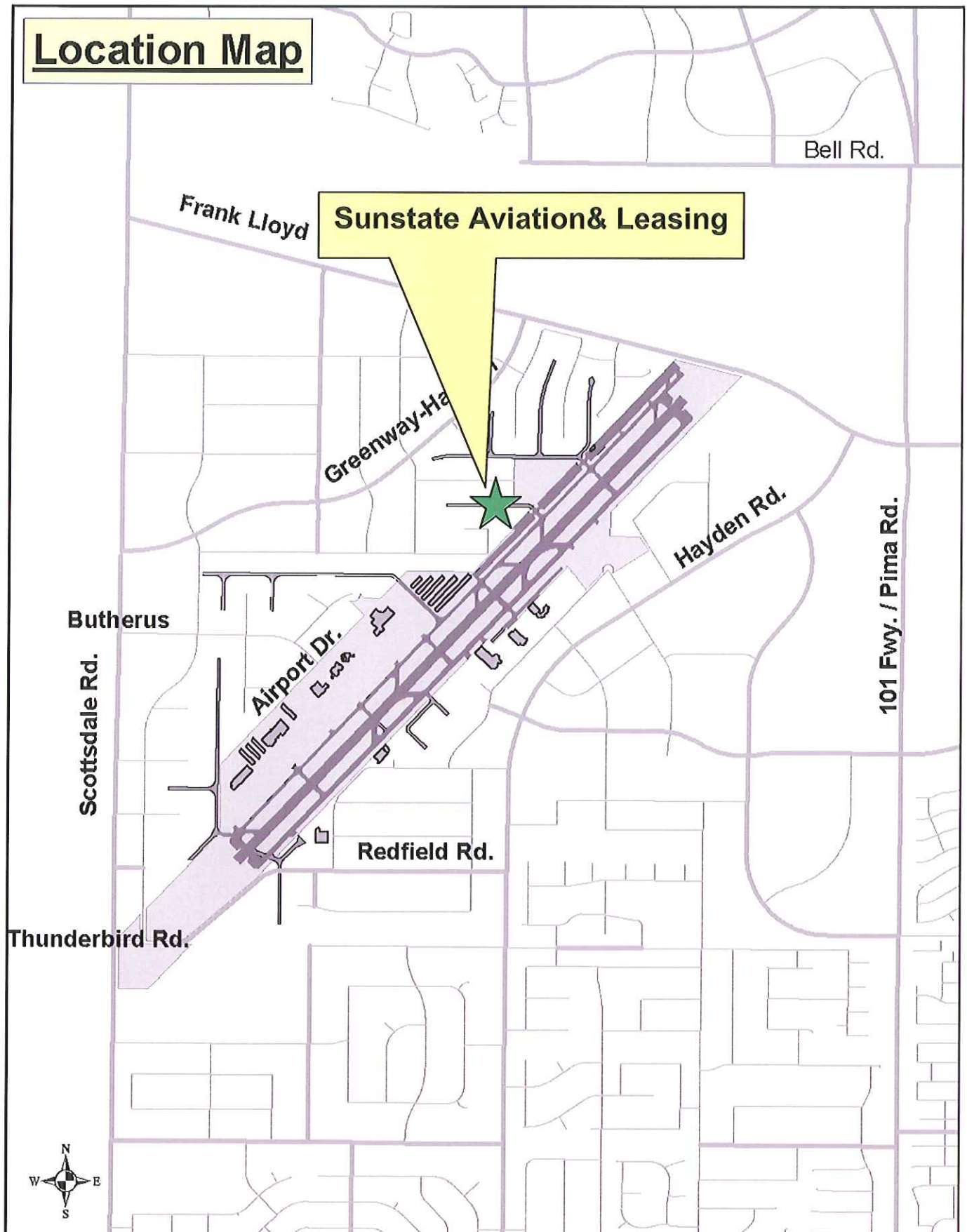
Approved by


Airport Director (or designee)

4/27/11
Date signed

AIRPORT ADVISORY COMMISSION'S COMMENTS

Location Map





COMMISSION ACTION REPORT

Ratification of Airport Aeronautical Business Permit for Classic Air
Aviation, LLC

Consent Agenda Item No.: 2

Meeting Date: 05/11/11

Staff Contact: Shannon Johnson,
Management Analyst

Phone: (480) 312-8475

ACTION

Ratification of Airport Aeronautical Business Permit for Classic Air Aviation, LLC to conduct mobile aircraft washing services at the Scottsdale Airport.

PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted at the Airport requires a valid Airport Aeronautical Business Permit. In addition, the Airport Minimum Operating Standards outlines the process for obtaining such a permit. Classic Air Aviation, LLC has requested an Airport Aeronautical Business Permit to conduct mobile aircraft washing services at the Scottsdale Airport.

APPLICANT(S)

Jon Marple
Classic Air Aviation, LLC
4760 E. Falcon Dr., Suite 109
Mesa, AZ 85215

KEY CONSIDERATIONS

Classic Air Aviation, LLC has provided the appropriate documentation as required in the Airport Minimum Operating Standards.

Attachment(s): 1. Completed Airport Aeronautical Business Permit

Action taken:



SCOTTSDALE AIRPORT AERONAUTICAL BUSINESS PERMIT

(Required to conduct commercial aeronautical activity on the airport)

Business or activity to be conducted (Check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Aircraft Charter Services | <input checked="" type="checkbox"/> Aircraft Washing Service |
| <input type="checkbox"/> Aircraft Leasing or Rental Services | <input type="checkbox"/> Hangar/Shade Leasing Services |
| <input type="checkbox"/> Aircraft Maintenance and Repair Services | <input type="checkbox"/> Flight Training Services |
| <input type="checkbox"/> Aircraft Management | <input type="checkbox"/> Fixed Base Operator |
| <input type="checkbox"/> Aircraft Sales Services | <input type="checkbox"/> On-Airport Rental Car Concession |
| <input type="checkbox"/> Aircraft Mobile Maintenance and Repair Services | |
| <input type="checkbox"/> Specialized Aircraft Repair Services (list service) _____ | |
| <input type="checkbox"/> Specialized Commercial Flying Services (list services) _____ | |
| <input type="checkbox"/> Other _____ | |

These activities are limited to the airport by ordinance. Please refer to the Airport Minimum Operating Standards for further information on each type of business.

Applicant: CLASSIC AIR AVIATION, LLC

Authorized Representative: JON MARRE Title: MANAGER

Business Address: 4760 E FALCON DR SUITE 109

City, State, Zip: MESE AZ 85215

Billing Address: 4760 E FALCON DRIVE SUITE 109

City, State, Zip: MESE AZ 85215

Phone: (work): 602 574 5376 (fax): 480 664 3568 (emergency): 602 574 5376

Email Address: ClassicAirAviation@yahoo.com

The Applicant hereby requests the above action(s) from the city for the privilege of conducting commercial aeronautical activities on the airport and/or in the airpark, and in consideration of this request being granted agrees to the following:

- ✦ **FEE PAYMENT:** The Applicant agrees to pay all applicable monthly fees on time by the twentieth (20) day of each month, and all required fee including late fees, interest and penalties without deduction of any kind.
- ✦ **PERMIT LIMITATIONS:** This permit may not be assigned or transferred, and is limited to only the approved business activity listed above.
- ✦ **INFORMATION CHANGES:** The Applicant shall notify the Airport Administration Office in writing within fifteen (15) days of any change to the information provided on this form.
- ✦ **INDEMNIFICATION:** The Applicant shall indemnify the city pursuant to Chapter 5 of the Scottsdale Revised Code.
- ✦ **COMPLIANCE WITH THE LAW:** The Applicant shall comply with all applicable laws, ordinances, rules and regulations.

The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.

Jon Marre
Authorized Representative's Signature

21 JULY 2010
Date signed

Return Original To: 15000 North Airport Drive, Suite 200, Scottsdale, AZ 85260

***** Airport Administration Use Only *****

Indicate documents provided to applicant

- | | |
|--|--|
| <input checked="" type="checkbox"/> City Code - Chapter Five* | <input type="checkbox"/> Airpark Minimum Operating Standards |
| <input type="checkbox"/> Airpark Rule and Regulations | <input type="checkbox"/> Airport Wingspan Restriction Map |
| <input checked="" type="checkbox"/> Airport Rules and Regulations * | <input type="checkbox"/> Receipt for Payment of Fees |
| <input checked="" type="checkbox"/> Airport Minimum Operating Standards* | |

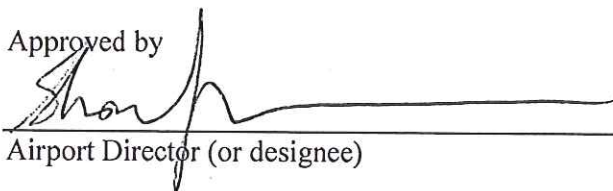
* www.scottsdaleairport.com

Attach copies of applicable documents

- | | |
|--|---|
| <input type="checkbox"/> Lease/License agreement | <input type="checkbox"/> FAA Certificates |
| <input type="checkbox"/> Sublease agreement | <input checked="" type="checkbox"/> Certificates of Insurance |
| <input type="checkbox"/> Airport Driver/Vehicle Permit | <input type="checkbox"/> Business/Privilege Tax License |

AIRPORT DIRECTOR'S COMMENTS

Approved by



Airport Director (or designee)

4/29/11

Date signed

AIRPORT ADVISORY COMMISSION'S COMMENTS



COMMISSION ACTION REPORT

Ratification of Airpark Aeronautical Business Permit for 7689, LLC

Consent Agenda Item No.: 3

Meeting Date: 05/11/11

Staff Contact: Shannon Johnson,
Management Analyst

Phone: (480) 312-8475

ACTION

Ratification of Airpark Aeronautical Business Permit for 7689, LLC to conduct hangar/shade leasing services in the Scottsdale Airpark.

PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted in the Airpark requires a valid Airpark Aeronautical Business Permit. In addition, the Airpark Minimum Operating Standards outlines the process for obtaining such a permit. 7689, LLC has requested an Airpark Aeronautical Business Permit to conduct hangar/shade leasing services in the Scottsdale Airpark.

APPLICANT(S)

John Meyer
7689, LLC
15957 N. 81st Street
Scottsdale, AZ 85260

KEY CONSIDERATIONS

7689, LLC has provided the appropriate documentation as required in the Airpark Minimum Operating Standards.

Attachment(s): 1. Completed Airport Aeronautical Business Permit
2. Vicinity Map

Action taken:



SCOTTSDALE AIRPARK AERONAUTICAL BUSINESS PERMIT

(Required to conduct commercial aeronautical activity in the airport)

Business or activity to be conducted (Check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Aircraft Sales Services | <input type="checkbox"/> Helicopter Leasing or Rental Services |
| <input type="checkbox"/> Aircraft Charter Services | <input type="checkbox"/> Helicopter Flight Training Services |
| <input type="checkbox"/> Aircraft Management Services | <input type="checkbox"/> Helicopter Maintenance & Repair Services |
| <input checked="" type="checkbox"/> Hangar/Shade Leasing Services | <input type="checkbox"/> Other: |

These activities are limited by City ordinance and the Airport Minimum Operating Standards. Please refer to each document for further information and standards for each type of business.

Applicant: 7689, LLC

Authorized Representative: John Meyer Title: Property Manager

Business Address: 15957 N. 81st Street

City, State, Zip: Scottsdale, AZ 85260

Billing Address: 3 Charter Oak Place

City, State, Zip: Hartford, CT 06106

Phone: (work): 480-289-5715 (fax): 480-251-1559 (emergency): 212-844-9717

Email Address: ajaffe@atlanticdev.com

The Applicant hereby requests the above action(s) from the city for the privilege of conducting commercial aeronautical activities in the airport, and in consideration of this request being granted agrees to the following:

- **FEE PAYMENT:** The Applicant agrees to pay all applicable monthly fees on time by the twentieth (20) day of each month, and all required fees including late fees, interest and penalties without deduction of any kind.
- **PERMIT LIMITATIONS:** This permit may not be assigned or transferred, and is limited to only the approved business activity listed above subject to the attached stipulations.
- **INFORMATION CHANGES:** The Applicant shall notify the Airport Administration Office in writing within fifteen (15) days of any change to the information provided on this form.
- **INDEMNIFICATION:** The Applicant shall indemnify the city pursuant to Chapter 5 of the Scottsdale Revised Code.
- **COMPLIANCE WITH THE LAW:** The Applicant shall comply with all applicable laws, ordinances, rules and regulations.

The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.

Authorized Representative's Signature

Date signed 4/18/10

***** Airport Administration Use Only *****

Indicate documents provided to applicant

- | | |
|--|---|
| <input checked="" type="checkbox"/> City Code - Chapter Five * | <input checked="" type="checkbox"/> Airpark Minimum Operating Standards * |
| <input checked="" type="checkbox"/> Airpark Rule and Regulations * | <input type="checkbox"/> Airport Wingspan Restriction Map |
| <input type="checkbox"/> Airport Rules and Regulations | <input type="checkbox"/> Receipt for Payment of Fees |
| <input type="checkbox"/> Airport Minimum Operating Standards | |

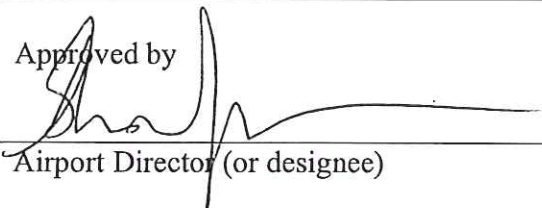
* *www.scottsdaleairport.com*

Attach copies of applicable documents

- | | |
|--|--|
| <input type="checkbox"/> Lease agreement | <input type="checkbox"/> FAA Certificates |
| <input type="checkbox"/> Sublease agreement | <input checked="" type="checkbox"/> Certificates of Insurance |
| <input type="checkbox"/> Airport Driver/Vehicle Permit | <input checked="" type="checkbox"/> Business/Privilege Tax License |

AIRPORT DIRECTOR'S COMMENTS

Approved by



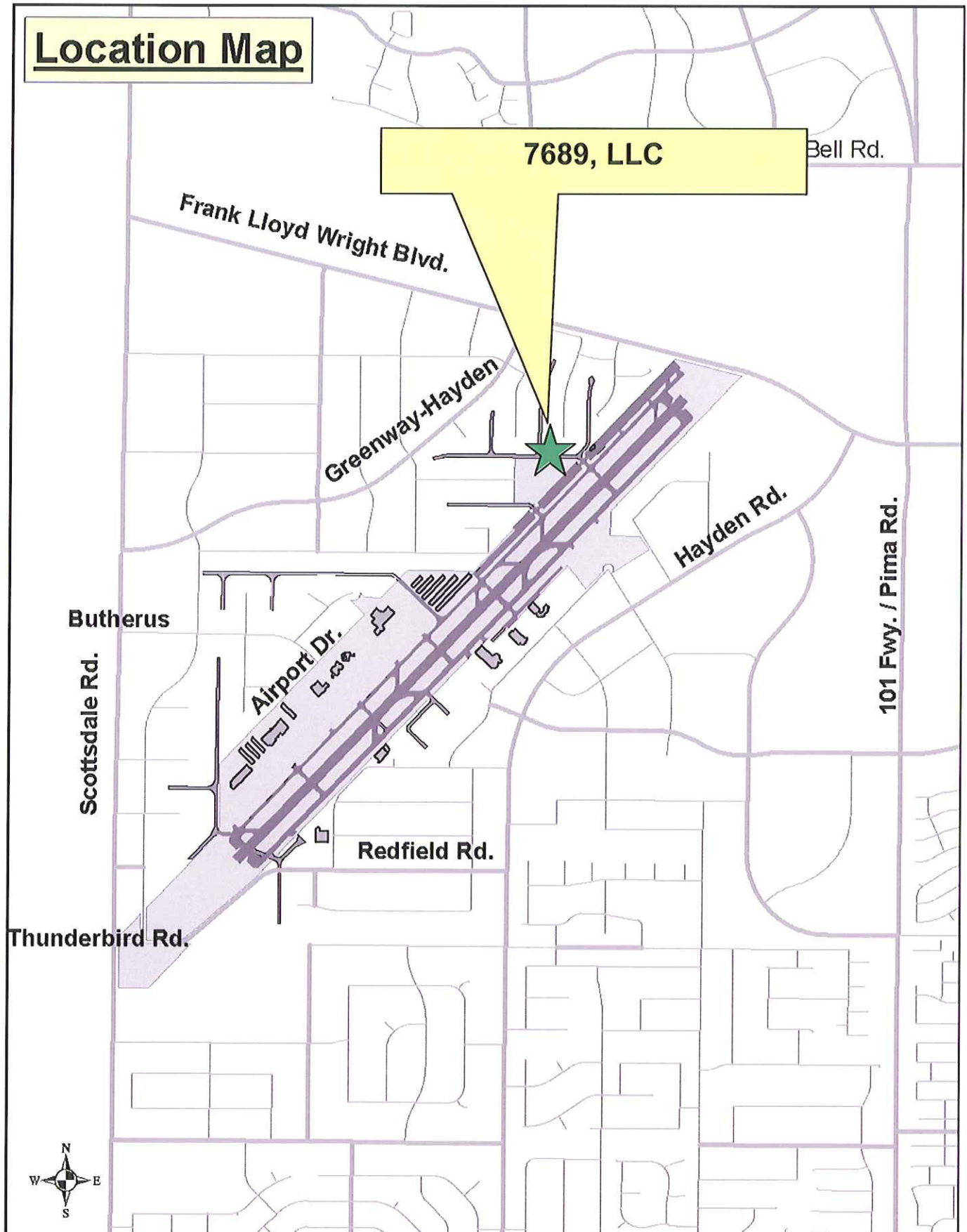
Airport Director (or designee)

4/29/11

Date signed

AIRPORT ADVISORY COMMISSION'S COMMENTS

Location Map





COMMISSION ACTION REPORT

Ratification of Airport Aeronautical Business Permit for SDL Holdings,
LLC

Consent Agenda Item No.: 4

Meeting Date: 05/11/11

Staff Contact: Shannon Johnson,
Management Analyst

Phone: (480) 312-8475

ACTION

Ratification of Airport Aeronautical Business Permit for SDL Holdings, LLC to conduct flight training services at the Scottsdale Airport.

PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted at the Airport requires a valid Airport Aeronautical Business Permit. In addition, the Airport Minimum Operating Standards outlines the process for obtaining such a permit. SDL Holdings, LLC has requested an Airport Aeronautical Business Permit to conduct flight training services at the Scottsdale Airport.

APPLICANT(S)

Jim Koziarski
SDL Holdings, LLC
14700 N. Airport Dr., Suite 108A
Scottsdale, AZ 85260

KEY CONSIDERATIONS

SDL Holdings, LLC has provided the appropriate documentation as required in the Airport Minimum Operating Standards.

Attachment(s): 1. Completed Airport Aeronautical Business Permit
2. Vicinity Map

Action taken:



SCOTTSDALE AIRPORT AERONAUTICAL BUSINESS PERMIT

(Required to conduct commercial aeronautical activity on the airport)

Business or activity to be conducted (Check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Aircraft Charter Services | <input type="checkbox"/> Aircraft Washing Service |
| <input type="checkbox"/> Aircraft Leasing or Rental Services | <input type="checkbox"/> Hangar/Shade Leasing Services |
| <input type="checkbox"/> Aircraft Maintenance and Repair Services | <input checked="" type="checkbox"/> Flight Training Services |
| <input type="checkbox"/> Aircraft Management | <input type="checkbox"/> Fixed Base Operator |
| <input type="checkbox"/> Aircraft Sales Services | <input type="checkbox"/> On-Airport Rental Car Concession |
| <input type="checkbox"/> Aircraft Mobile Maintenance and Repair Services | |
| <input type="checkbox"/> Specialized Aircraft Repair Services (list service) _____ | |
| <input type="checkbox"/> Specialized Commercial Flying Services (list services) _____ | |
| <input type="checkbox"/> Other _____ | |

These activities are limited to the airport by ordinance. Please refer to the Airport Minimum Operating Standards for further information on each type of business.

Applicant: SDL HOLDINGS, LLC
Authorized Representative: Jim KOZIARSKI Title: VP
Business Address: 14700 N. AIRPORT DR STE 108A
City, State, Zip: SCOTTSDALE AZ 85260
Billing Address: P.O. BOX 1784
City, State, Zip: PONTE VEDRA FL 32004
Phone: (work): 904 273 3018 (fax): 904 280 5792 (emergency): 904 273 1511
Email Address: JIM@ALLATPS.COM

The Applicant hereby requests the above action(s) from the city for the privilege of conducting commercial aeronautical activities on the airport and/or in the airpark, and in consideration of this request being granted agrees to the following:

- ✦ **FEE PAYMENT:** The Applicant agrees to pay all applicable monthly fees on time by the twentieth (20) day of each month, and all required fee including late fees, interest and penalties without deduction of any kind.
- ✦ **PERMIT LIMITATIONS:** This permit may not be assigned or transferred, and is limited to only the approved business activity listed above.
- ✦ **INFORMATION CHANGES:** The Applicant shall notify the Airport Administration Office in writing within fifteen (15) days of any change to the information provided on this form.
- ✦ **INDEMNIFICATION:** The Applicant shall indemnify the city pursuant to Chapter 5 of the Scottsdale Revised Code.
- ✦ **COMPLIANCE WITH THE LAW:** The Applicant shall comply with all applicable laws, ordinances, rules and regulations.

The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.

Authorized Representative's Signature

3/17/11
Date signed

Return Original To: 15000 North Airport Drive, Suite 200, Scottsdale, AZ 85260

***** Airport Administration Use Only *****

Indicate documents provided to applicant

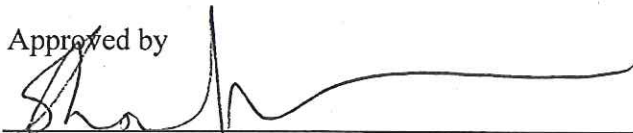
- | | |
|--|--|
| <input checked="" type="checkbox"/> City Code - Chapter Five* | <input type="checkbox"/> Airpark Minimum Operating Standards |
| <input type="checkbox"/> Airpark Rule and Regulations | <input type="checkbox"/> Airport Wingspan Restriction Map |
| <input checked="" type="checkbox"/> Airport Rules and Regulations* | <input type="checkbox"/> Receipt for Payment of Fees |
| <input checked="" type="checkbox"/> Airport Minimum Operating Standards* | |
- * www.scottsdaleairport.com

Attach copies of applicable documents

- | | |
|---|--|
| <input checked="" type="checkbox"/> Lease/License agreement | <input checked="" type="checkbox"/> FAA Certificates |
| <input type="checkbox"/> Sublease agreement | <input checked="" type="checkbox"/> Certificates of Insurance |
| <input type="checkbox"/> Airport Driver/Vehicle Permit | <input checked="" type="checkbox"/> Business/Privilege Tax License |

AIRPORT DIRECTOR'S COMMENTS

Approved by



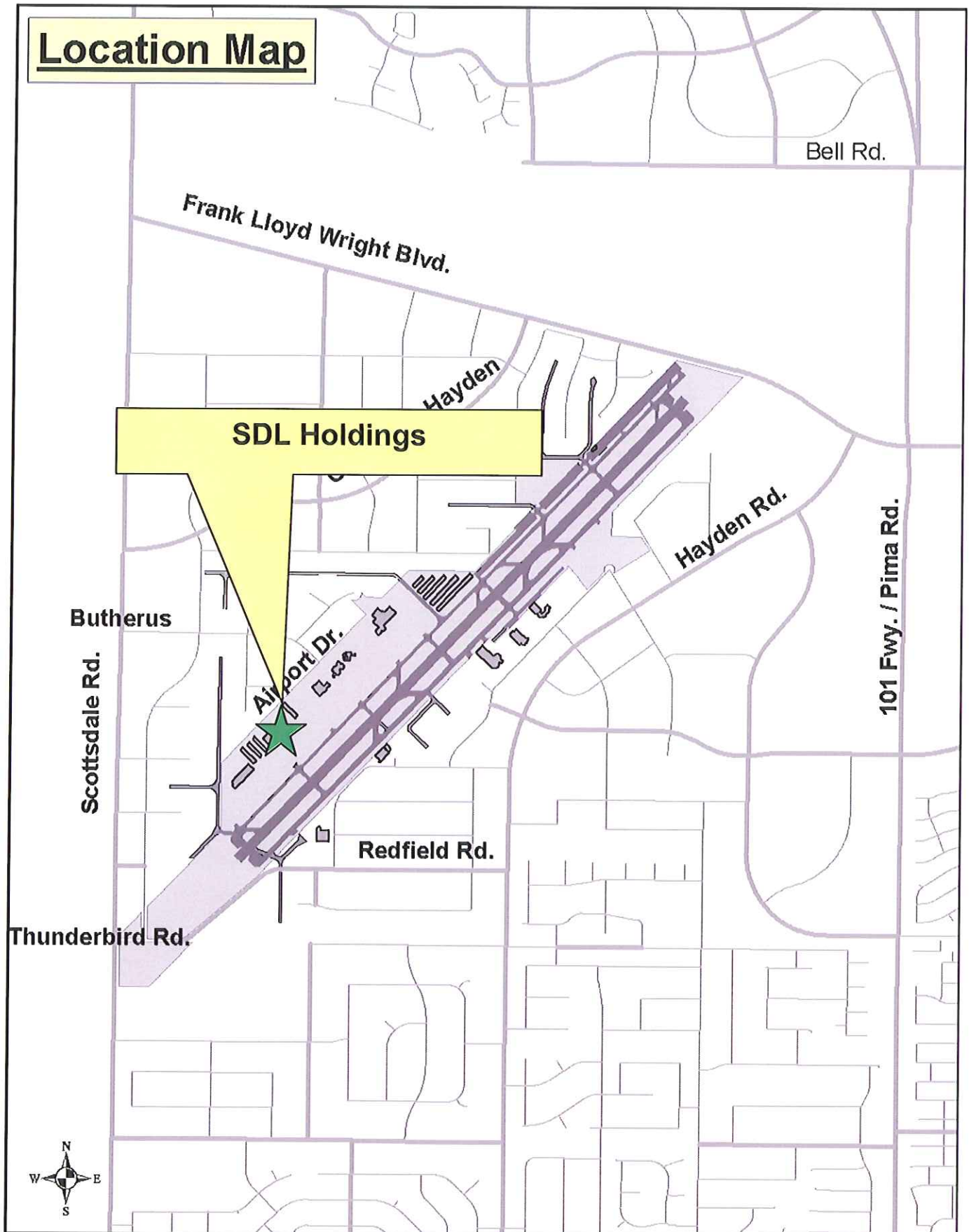
Airport Director (or designee)

4/8/11

Date signed

AIRPORT ADVISORY COMMISSION'S COMMENTS

Location Map





COMMISSION INFORMATION REPORT

Discussion and Input Regarding an Update on the Status of the
Airport Restaurant

Agenda Item No.: 5

Meeting Date: 05/11/11

Staff Contact: Gary P. Mascaro,
Aviation Director

Phone: (480) 312-7735

INFORMATION

At the request of the Airport Advisory Commission, an update will be provided.



COMMISSION INFORMATION REPORT

Discussion and Input Regarding the Airport Commission Liaison Program

Agenda Item No.: 6

Meeting Date: 05/11/11

Staff Contact: Gunnar Buzzard,
Chairman

Phone: (480) 312-2321

INFORMATION

Discussion and Input regarding the Airport Commission Liaison (ACL) Program.

PURPOSE

The ACL program was established by the Airport Advisory Commission on April 14, 2010. The purpose of the program would create a number of key strategic focus areas important to the Airport now and in the next five (5) to ten (10) years. The ACL will assign Commissioners to specific strategic focus areas. The following are the focus areas and respective Commissioners currently assigned:

| | |
|---|---|
| Air Fair | Chairman Buzzard |
| Safety | Commissioner Casey |
| Security | Commissioner Goode |
| Scottsdale Airport Regulations and Standards | Chairman Buzzard and Commissioner Schuckert |
| Planning, Development, and Redevelopment | Commissioner Bergdoll and Yates |
| Community Communications and Public Relations | Vice Chairman Washington |



COMMISSION INFORMATION REPORT

Discussion and Input Regarding Operations Report for April 2011

Agenda Item No.: 7

Meeting Date: 05/11/11

Staff Contact: Chris Read,
Airport Operations Manager

Phone: (480) 312-2674

INFORMATION

Airport Monthly Operations Update for April 2011.

PURPOSE

The purpose of this item is to keep the Airport Advisory Commission informed of the operational status of the Airport.

BASED AIRCRAFT

| | <u>Helicopter</u> | <u>Single Engine</u> | <u>Twin Engine</u> | <u>Jet</u> | <u>Total</u> |
|---------------|-------------------|----------------------|--------------------|------------|--------------|
| Current Month | 26 | 230 | 42 | 124 | 422 |
| April 2010 | 23 | 245 | 49 | 120 | 437 |
| % Δ | 13.0 | -6.12 | -14.28 | 3.33 | -3.43 |

OPERATIONS

| | <u>April 2010</u> | <u>April 2011</u> | <u>% Δ</u> | <u>2010 YTD</u> | <u>2011 YTD</u> | <u>% Δ</u> |
|-------|-------------------|-------------------|------------|-----------------|-----------------|------------|
| Total | 12,698 | 12,788 | .7 | 49,752 | 53,882 | 8.3 |
| IFR | 3,479 | 3,376 | -2.96 | 13,748 | 14,379 | 4.6 |

ALERTS

| <u>Date</u> | <u>Type</u> | <u>Description</u> |
|-------------|-------------|--------------------------------------|
| 4/21/11 | 1 | King Air 350, unsafe gear indication |

INCIDENTS

| <u>Date</u> | <u>Time</u> | <u>Description</u> |
|-------------|-------------|--|
| 4/07/11 | 14:14 | Personal vehicle drove on taxiway |
| 4/10/11 | 09:10 | Hawker 700, small fuel spill during fuel transfer |
| 4/15/11 | 15:35 | Vehicle parked in Airpark taxilane safety area |
| 4/18/11 | 00:44 | Public disturbance at Airport tenant facility |
| 4/26/11 | 08:05 | Piper Malibu, loss of tire pressure prior to takeoff |

Commission Information Report

Airport Monthly Operations Update for April 2011

Agenda Item No.: 7

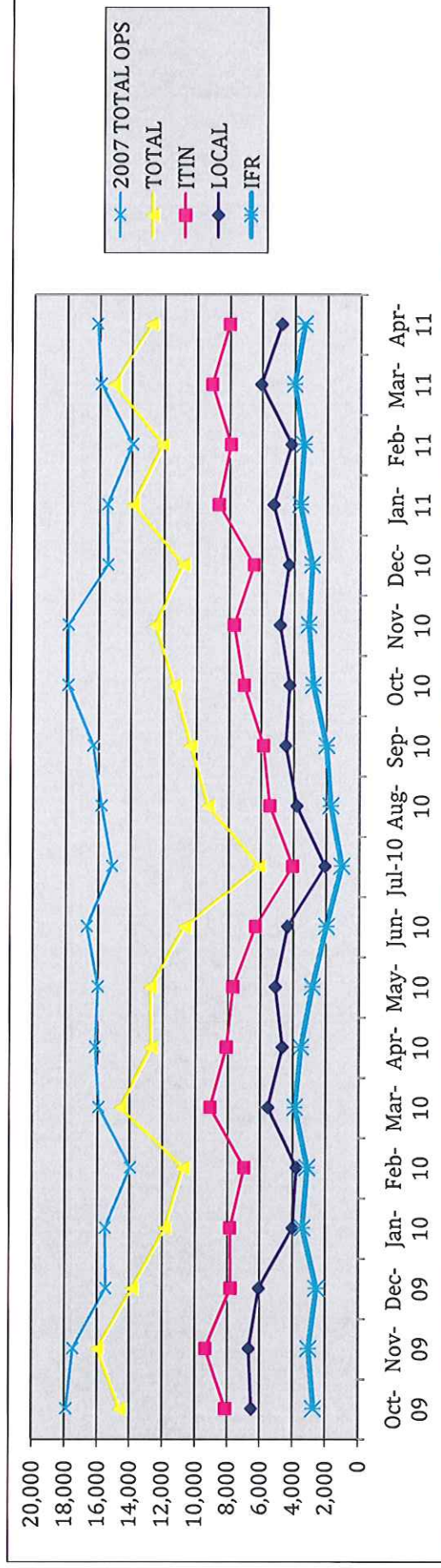
| | ENFORCEMENT ACTIONS | | |
|-------------|---|------------------------------------|-----------------------------------|
| <u>Date</u> | <u>Violation</u> | <u>Enforcement Method Used</u> | <u>Comments</u> |
| 4/21/11 | Failure to display vehicle tag and parking in taxilane safety area. | Verbal Warning | No further action unless repeated |
| | | | |

Attachment(s): 1. Scottsdale Airport Operations 2009 –2011
2. LY Monthly Operations Comparisons



SCOTTSDALE AIRPORT OPERATIONS 2009-2011

| | Oct-09 | Nov-09 | Dec-09 | Jan-10 | Feb-10 | Mar-10 | Apr-10 | May-10 | Jun-10 | Jul-10 | Aug-10 | Sep-10 | Oct-10 | Nov-10 | Dec-10 | Jan-11 | Feb-11 | Mar-11 | Apr-11 |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| ITIN | 8,072 | 9,315 | 7,773 | 7,815 | 6,955 | 9,038 | 8,056 | 7,670 | 6,299 | 4,044 | 5,438 | 5,843 | 7,051 | 7,671 | 6,468 | 8,630 | 7,902 | 9,051 | 7,987 |
| LOCAL | 6,492 | 6,657 | 6,041 | 3,994 | 3,747 | 5,505 | 4,642 | 5,067 | 4,345 | 2,052 | 3,791 | 4,482 | 4,256 | 4,862 | 4,328 | 5,268 | 4,196 | 6,047 | 4,801 |
| IFR | 2,678 | 2,977 | 2,512 | 3,350 | 3,078 | 3,841 | 3,479 | 2,782 | 1,929 | 1,021 | 1,694 | 1,964 | 2,782 | 3,066 | 2,875 | 3,614 | 3,398 | 3,991 | 3,376 |
| TOTAL | 14,564 | 15,972 | 13,814 | 11,809 | 10,702 | 14,543 | 12,698 | 12,737 | 10,644 | 6,096 | 9,229 | 10,325 | 11,307 | 12,533 | 10,796 | 13,898 | 12,098 | 15,098 | 12,788 |



** July 2010 Operational Numbers Abnormally Low Due to 11 Day Runway Closure**

Monthly Operations Comparisons

| | Jan-09 | Jan-10 | % Change |
|-------|--------|--------|----------|
| Itin | 9,437 | 7,815 | -17.2% |
| Local | 5,105 | 3,994 | -21.8% |
| IFR | 3,390 | 3,350 | -1.2% |
| Total | 14,542 | 11,809 | -18.8% |

| | Feb-09 | Feb-10 | % Change |
|-------|--------|--------|----------|
| Itin | 8,296 | 6,955 | -16.2% |
| Local | 4,789 | 3,747 | -21.8% |
| IFR | 2,867 | 3,078 | 7.4% |
| Total | 13,085 | 10,702 | -18.2% |

| | Mar-09 | Mar-10 | % Change |
|-------|--------|--------|----------|
| Itin | 9,582 | 9,038 | -5.7% |
| Local | 5,314 | 5,505 | 3.6% |
| IFR | 3,471 | 3,841 | 10.7% |
| Total | 14,896 | 14,543 | -2.4% |

| | Apr-09 | Apr-10 | % Change |
|-------|--------|--------|----------|
| Itin | 8,977 | 8,056 | -10.3% |
| Local | 4,624 | 4,642 | 0.4% |
| IFR | 3,037 | 3,479 | 14.6% |
| Total | 13,601 | 12,698 | -6.6% |

| | May-09 | May-10 | % Change |
|-------|--------|--------|----------|
| Itin | 8,492 | 7,670 | -9.7% |
| Local | 5,290 | 5,067 | -4.2% |
| IFR | 2,602 | 2,782 | 6.9% |
| Total | 13,701 | 12,737 | -7.0% |

| | Jun-09 | Jun-10 | % Change |
|-------|--------|--------|----------|
| Itin | 7,741 | 6,299 | -18.6% |
| Local | 5,169 | 4,345 | -15.9% |
| IFR | 1,921 | 1,929 | 0.4% |
| Total | 12,910 | 10,644 | -17.6% |

| | Jul-09 | Jul-10 | % Change |
|-------|--------|--------|----------|
| Itin | 7,132 | 4,044 | -43.3% |
| Local | 4,723 | 2,052 | -56.6% |
| IFR | 1,623 | 1,021 | -37.1% |
| Total | 11,855 | 6,096 | -48.6% |

| | Aug-09 | Aug-10 | % Change |
|-------|--------|--------|----------|
| Itin | 7,187 | 5,438 | -24.3% |
| Local | 5,637 | 3,791 | -32.7% |
| IFR | 1,673 | 1,694 | 1.3% |
| Total | 12,824 | 9,229 | -28.0% |

| | Jan-10 | Jan-11 | % Change |
|-------|--------|--------|----------|
| Itin | 7,815 | 8,630 | 10.4% |
| Local | 3,994 | 5,268 | 31.9% |
| IFR | 3,350 | 3,614 | 7.9% |
| Total | 11,809 | 13,898 | 17.7% |

| | Feb-10 | Feb-11 | % Change |
|-------|--------|--------|----------|
| Itin | 6,955 | 7,902 | 13.6% |
| Local | 3,747 | 4,196 | 12.0% |
| IFR | 3,078 | 3,398 | 10.4% |
| Total | 10,702 | 12,098 | 13.0% |

| | Mar-10 | Mar-11 | % Change |
|-------|--------|--------|----------|
| Itin | 9,038 | 9,051 | 0.1% |
| Local | 5,505 | 6,047 | 9.8% |
| IFR | 3,841 | 3,991 | 3.9% |
| Total | 14,543 | 15,098 | 3.8% |

| | Apr-10 | Apr-11 | % Change |
|-------|--------|--------|----------|
| Itin | 8,056 | 7,987 | -0.9% |
| Local | 4,642 | 4,801 | 3.4% |
| IFR | 3,479 | 3,376 | -3.0% |
| Total | 12,698 | 12,788 | 0.7% |

PRE-RECESSION COMPARISON

| | Apr-08 | Apr-11 | % Change |
|-------|--------|--------|----------|
| Itin | 11,465 | 7,987 | -30.3% |
| Local | 6,591 | 4,801 | -27.2% |
| IFR | 4,140 | 3,376 | -18.5% |
| Total | 18,056 | 12,788 | -29.2% |

| | Sep-09 | Sep-10 | % Change |
|-------|--------|--------|----------|
| Itin | 7,492 | 5,843 | -22.0% |
| Local | 7,242 | 4,482 | -38.1% |
| IFR | 1,901 | 1,964 | 3.3% |
| Total | 14,734 | 10,325 | -29.9% |

| | Oct-09 | Oct-10 | % Change |
|-------|--------|--------|----------|
| Itin | 8,072 | 7,051 | -12.6% |
| Local | 6,492 | 4,256 | -34.4% |
| IFR | 2,678 | 2,782 | 3.9% |
| Total | 14,564 | 11,307 | -22.4% |

| | Nov-09 | Nov-10 | % Change |
|-------|--------|--------|----------|
| Itin | 9,315 | 7,671 | -17.6% |
| Local | 6,657 | 4,862 | -27.0% |
| IFR | 2,977 | 3,066 | 3.0% |
| Total | 15,972 | 12,533 | -21.5% |

| | Dec-09 | Dec-10 | % Change |
|-------|--------|--------|----------|
| Itin | 7,773 | 6,468 | -16.8% |
| Local | 6,041 | 4,328 | -28.4% |
| IFR | 2,512 | 2,875 | 14.5% |
| Total | 13,814 | 10,796 | -21.8% |

| TOTALS | 2009 | 2010 | % Change |
|--------|---------|---------|----------|
| Itin | 99,496 | 82,348 | -17.2% |
| Local | 67,002 | 51,071 | -23.8% |
| IFR | 30,652 | 31,861 | 3.9% |
| Total | 166,498 | 133,419 | -19.9% |



COMMISSION INFORMATION REPORT

Discussion and Input Regarding Monthly
Financial Reports for March 2011

Agenda Item No: 8

Meeting Date: 05/11/11

Staff Contact: Shannon Johnson,
Management Analyst

Phone: (480) 312-8475

AVIATION OPERATING BUDGET FISCAL YEAR 2010/11

| | FY 2010/11 Adopted Budget | FY 2010/11 Approved Budget | | FY 2010/11 Year to Date (through March 2011) | | | |
|----------|---------------------------------|----------------------------------|----------|--|-------------|--------------------|---------------|
| | | | | Approved Budget | Actual | Dollar Variance | % Variance |
| Revenue | \$3,100,304 | \$3,100,304 | Revenue | \$2,234,659 | \$2,199,129 | -\$35,530 | -2% |
| Expenses | \$1,729,622 | \$1,667,809 | Expenses | \$1,262,525 | \$1,143,759 | -\$118,766 | -9% |
| Net | \$1,370,682 | \$1,432,495 | Net | \$972,134 | \$1,055,370 | \$83,236 | 9% |

AVIATION FUND CASH BALANCE

| | Operating | CIP Funds | Total |
|----------------|-------------|-------------|-------------|
| As of 03/31/11 | \$3,608,317 | \$1,051,149 | \$4,659,466 |
| As of 02/28/11 | \$3,429,127 | \$1,251,242 | \$4,680,369 |

MONTHLY REVENUE AND EXPENDITURE COMPARISON (ACTUALS)

| | March 2010 | March 2011 | Dollar Variance | % Variance |
|----------|---------------|---------------|--------------------|---------------|
| Revenue | \$281,115 | \$291,851 | \$10,736 | 4% |
| Expenses | \$101,164 | \$130,015 | \$28,851 | 29% |
| Net | \$179,951 | \$161,836 | -\$18,115 | -10% |

ACCOUNTS RECEIVABLE AGING REPORT

Mar-11

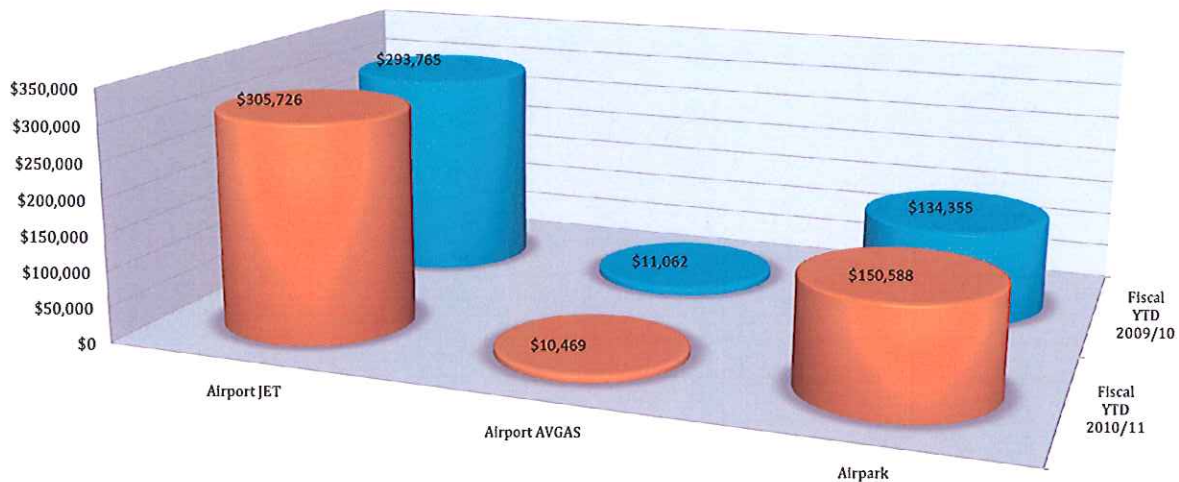
| | Current | 1-30 Days | 31-60 Days | 61-90 Days | 91-120 Days | >120 Days | Total Amt Due |
|--------------------|-----------|-----------|------------|------------|-------------|-----------|---------------|
| All Accounts Total | 63,636.36 | 3,169.23 | -33.22 | 280.26 | -496.44 | -667.43 | 65,888.76 |

Fuel Flowage (@ \$0.08 per gallon)

| | March 2010 | | | March 2011 | | | % Change |
|---------------|-----------------|----------------|---------------|-----------------|----------------|---------------|--------------|
| | Revenue | Gallons | % Total | Revenue | Gallons | % Total | From Last Yr |
| Airport JET | \$51,828 | 647,847 | 72.6% | \$50,854 | 635,681 | 69.6% | -1.9% |
| Airport AVGAS | \$1,766 | 22,074 | 2.5% | \$1,539 | 19,239 | 2.1% | -12.8% |
| Airpark | \$17,784 | 222,303 | 24.9% | \$20,677 | 258,460 | 28.3% | 16.3% |
| | \$71,378 | 892,224 | 100.0% | \$73,070 | 913,380 | 100.0% | 2.4% |

| | Fiscal YTD 2009/10 | | | Fiscal YTD 2010/11 | | | % Change |
|---------------|--------------------|------------------|---------------|--------------------|------------------|---------------|--------------|
| | Revenue | Gallons | % Total | Revenue | Gallons | % Total | From Last Yr |
| Airport JET | \$293,765 | 3,672,065 | 66.9% | \$305,726 | 3,821,571 | 65.5% | 4.1% |
| Airport AVGAS | \$11,062 | 138,269 | 2.5% | \$10,469 | 130,859 | 2.2% | -5.4% |
| Airpark | \$134,355 | 1,679,438 | 30.6% | \$150,588 | 1,882,356 | 32.3% | 12.1% |
| | \$439,182 | 5,489,772 | 100.0% | \$466,783 | 5,834,785 | 100.0% | 6.3% |

Scottsdale Airport Fuel Flowage (@ \$0.08 per gallon) - Fiscal Year-to-Date





COMMISSION INFORMATION REPORT

Discussion and Input Regarding the Marketing, Community and Pilot Outreach Programs

Agenda Item No.: 9

Meeting Date: 05/11/11

Staff Contact: Kate O'Malley,
Planning & Outreach Coordinator

Phone: (480) 312-8482

INFORMATION

Monthly update of the marketing, community and pilot outreach programs at Scottsdale Airport.

PURPOSE

The purpose of this item is to keep the Airport Advisory Commission informed of the airport's marketing and outreach efforts.

| Marketing Program | | | |
|--------------------|---|---|-------------|
| # | Description | Purpose | Status |
| 1 | Market the new US-VISIT Program | Press release distributed to: Chamber, CVB, AZAA, AAAE, AOPA, NBAA, AZBAA, IBAC, FBOs, Tenants, AZ Republic, posted to website | Complete |
| 2 | Channel 11 Video – Scottsdale Airport Close-Up, other segments to follow | Produce marketing video showcasing Scottsdale Airport. Explore other outreach efforts via Channel 11. Production plan complete – scheduling film crew/interviews. | In Progress |
| 3 | Tradeshows | Researching outreach that can be leveraged at tradeshows (NBAA). Working with Scottsdale CVB on this effort. | In Progress |
| 4 | Airport Logo/Promotional Materials | Developing new promotional materials to pilots, passengers and potential customers. | In Progress |
| 5 | Leverage Social Media | Researching ways to utilize social media to promote the airport and the City of Scottsdale. | In Progress |
| Community Outreach | | | |
| # | Description | Purpose | Status |
| 1 | Website Updates | Working to make the noise information page on the airport website more “user friendly”. | In Progress |
| 2 | 2011 Air Fair | The 2011 Scottsdale Airport Air Fair will take place November 5-6. Working with the event manager, PSM2, to plan the event. | In Progress |

| | | | |
|-----------------------|---|---|----------------|
| 2 | Monitor property development through the Planning Department | Work with the Planning Department to protect the airspace and development uses near Scottsdale Airport. In April 2011, a total of three projects within the Airport Influence Area were submitted to the Planning Department. | On-going |
| 3 | Homeowner Association (HOA) Outreach | Meet with interested homeowner associations to discuss Scottsdale Airport programs, operating facts, and any Airport points of interest to individual HOAs. Available upon request. | On-going |
| 4 | Realtor Outreach | Meet with Realtors and Real Estate Agents and provide disclosure information about Scottsdale Airport and its role in the community. This information is intended to be shared with prospective homebuyers prior to a home purchase. Available upon request. | On-going |
| 5 | Community Outreach | Meet with schools and faith based organizations within the Airport Influence Area to discuss Scottsdale Airport programs, operating facts, and any Airport points of interest to individual community organization. Available upon request. | On-going |
| 6 | Channel 11 Video - Scottsdale Airport and Aircraft Noise | Produce video showcasing Scottsdale Airport and aircraft noise information for community members. | Future project |
| 7 | Friendly Flight Forums | Encourage periodic educational opportunities for pilots to communicate with interested members of the community on physics of flight, aircraft parts, familiarization of procedures, and "see and touch" aircraft. | Future project |
| Pilot Outreach | | | |
| # | Description | Purpose | Status |
| 1 | Fixed Wing and Helicopter Pilot Guides | In the process of redesigning the fixed wing pilot guide. While the look has changed, no changes will be made to the noise abatement procedures. Will redesign the helicopter guide once a reprint is needed. | In Progress |
| 2 | Major Transient Operator Communication | Provide noise abatement education directly with major transient operators. Work with FBOs, aviation groups and tenants. | On-going |
| 3 | Stage 2 Operator Outreach | Communicate with Stage II aircraft operators to increase pilot awareness that Scottsdale Airport is surrounded by noise sensitive communities. If noise complaints from Stage II aircraft are received, aviation staff will work to make contact with the pilot (if possible) to remind them of the "fly neighborly" procedures. | On-going |
| 4 | Voluntary Curfew Outreach (10:00 p.m. - 6:00 a.m.) | Communicate with aircraft operators and remind pilots that noise sensitive communities surround Scottsdale Airport. Promote the voluntary curfew of 10:00 p.m. - 6:00 a.m. If noise complaints during the voluntary curfew hours are received, aviation staff will work to make contact with the pilot to remind them of the voluntary curfew procedures. | On-going |

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|---|-------------------------------------|---|----------------|
| 5 | Pilot "Good Neighbor" Pledge | Document pilot support for Scottsdale Airport's noise abatement and community outreach programs, and generate increased pilot awareness and encouragement to operate neighborly. | On-going |
| 6 | Educational Video | Prepare an educational, interactive video for pilots highlighting the "fly neighborly" procedures at Scottsdale Airport. The educational video will be available on the airport website, and will be used at pilot briefings. | Future project |



COMMISSION INFORMATION REPORT

Discussion and Input Regarding Status of Aviation Items to City Council

Agenda Item No.: 10

Meeting Date: 05/11/11

Staff Contact: Gary P. Mascaro,
Aviation Director

Phone: (480) 312-7735

INFORMATION

Discussion and input regarding status of the Airport Advisory Commission's 2011 items to City Council, and aviation-related items approved by Planning Commission, Design Review Board, or City Council.

Attachment(s): 1. Airport Advisory Commission Items to City Council -2011
2. Aviation-related items to Planning Commission , Design Review Board, or City Council-2011
3. City Council Meeting Calendar - 2011

**AIRPORT ADVISORY COMMISSION AVIATION ITEMS TO CITY COUNCIL
2011**

| AIRPORT COMMISSION DATE | APPROVED | ITEM DESCRIPTION | CITY COUNCIL DATE | APPROVED |
|-------------------------------|----------|--|-------------------------|-----------------|
| 1/12/11 | 6-0 | Use of Airport Land to Support Air Traffic Operations Adopt Resolution 8526 Authorizing a Memorandum of Agreement between the City of Scottsdale and the Federal Aviation Administration for use of airport land for navigation, communication, and weather aids for the support of air traffic operations at Scottsdale Airport. | 1/25/11 | Approved 7-0 |
| 1/12/11 | 6-0 | Runway Safety Area Enhancements Project Adopt Resolution 8527 Authorizing Construction Manager at Risk Construction Services Contract 2010-201-COS at a Guaranteed Maximum Price (GMP) of \$1,718,443.00 with J. Banicki Construction for the Runway Safety Area Enhancements Project at Scottsdale Airport. | 1/25/11 | Approved 7-0 |
| 4/13/11 | 5-0 | Airport Construction Bid Award Adopt Resolution No. 8648 , Authorizing Construction Bid Award No. 11PB033 with J. Banicki Construction, Inc., the lowest responsive bidder, at the bid amount of \$1,454,220.10 for the Scottsdale Airport Apron Reconstruction project. | 5/17/2011 | TBD |
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**AVIATION-RELATED ITEMS TO PLANNING COMMISSION, DESIGN REVIEW BOARD OR CITY COUNCIL
2011**

| AIRPORT COMMISSION DATE | APPROVED | ITEM DESCRIPTION | PLANNING, DRB, OR CITY COUNCIL AGENDA DATE | APPROVED |
|-------------------------------|----------|--|--|------------------------------|
| N/A | N/A | 3-AB-2009 Westcor Aviation - Request by applicant for approval for the abandonment of approximately 179 feet of an access road / taxi-lane located east of N. 73rd Street and south of E. Greenway Road with Industrial Park District (I-1) zoning. (The request was modified by the applicant to extend the time to fulfill the conditions for the abandonment.) | PC – 2/10/11 CC – 3/22/11 | Approved 7-0 Approved 7-0 |
| N/A | N/A | 57-DR-2006#2 Children's Learning Adventure - Request approval of the site plan, building elevations, and landscape plan for a new child day care facility, with 20,674 sq. ft. of building area, on a 2.3 acre site. | DRB – 4/21/11 | Approved 7-0 |
| N/A | N/A | 10-DR-2011 Cocopah Middle School - Request approval of the site plan, landscape plan, and building elevations for a multi-phase renovation of an existing public education campus, including demolition of several existing buildings, remodel of one existing building, and construction of four new buildings, comprised of 116,705 sq. ft. of building area on a 19 acre site. | DRB – 4/21/11 | Approved 7-0 |
| 1/12/11 | N/A | 2011 General Plan Update - Arizona Revised Statutes requires each city adopt a comprehensive, long range General Plan. | CC - TBD | |
| NA | NA | 23-UP-2011 – Today's Health Care – Request by applicant for a Conditional Use Permit for a Medical Marijuana Dispensary in a 2,004 +/- square-foot space located at 15855 N. Greenway-Hayden Loop, Suite 170, with Industrial Park District (I-1) zoning. | PC – 5/25/11 CC – 6/28/11 | |
| NA | NA | 26-UP-2011 – Wellness Center - Request by applicant for a Conditional Use Permit for Medical Marijuana Dispensary Cultivation in a 1,500 +/- square-foot space located at 7655 E. Evans Road with Industrial Park District (I-1) zoning. | PC – 5/25/11 | |

| AIRPORT COMMISSION DATE | APPROVED | ITEM DESCRIPTION | PLANNING, DRB, OR CITY COUNCIL AGENDA DATE | APPROVED |
|-------------------------------|----------|--|--|----------|
| NA | NA | 32-DR-2011 – Midfirst Bank - Request approval of the site plan, landscape plan, and building elevations for the renovation of an existing bank building, with 3820 sq. ft. of building area on a 0.38 acre site. | DRB - TBD | |

2011 -- City Council Meeting Calendar

| JANUARY | | | | | | |
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| AUGUST | | | | | | |
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| JUNE | | | | | | |
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Key

- Council Meetings
- Work Study Sessions (as needed)
- City of Scottsdale Holidays
- General Plan Amendments (if needed)
- Other (see columns to right)

- January - 1 New Year's Day (Observed 12/31)
- January - 11 New Council Sworn; 17 MLK Holiday
- February - 21 Presidents Day
- March 12-16 NLC
- April - 18-26 (Sundown) Passover
- May 17 - Tentative Budget Adoption
- May 30 - Memorial Day
- June 7 - Final Budget Adoption
- July - 4 Independence Day
- August 30-31 League Conference
- September - 1-2 League Conference; 5 Labor Day; 28-30 Rosh Hashana
- October - 7-8 Yom Kippur; 25-27 Major General Plan Amendments
- November - 8-12 NLC; 24-25 Thanksgiving
- December - 20-28 Chanukah; 26 Christmas (Observed)



COMMISSION ACTION REPORT

Discussion and Possible Action to Modify the Airport Advisory
Commission Meeting Schedule and Commission Item Calendar

Agenda Item No.: 11

Meeting Date: 05/11/11

Staff Contact: Gary P. Mascaro,
Aviation Director

Phone: (480) 312-7735

ACTION

Review Airport Advisory Commission Meeting Schedule for 2011

PURPOSE

Pursuant to By-Laws Laws of the Scottsdale Airport Advisory Commission, Section II – paragraph 202 – Regular Meetings shall be held on the second Wednesday of each month immediately following the study session, unless otherwise scheduled by majority vote of its members. In the event the Commission desires not to hold the preceding study session, the regular meeting shall begin at 6:00 p.m., unless otherwise scheduled by majority vote of its members.

Attachment(s): 1. Airport Advisory Commission Schedule of Meetings/Items – 2011

Action taken:

AIRPORT ADVISORY COMMISSION SCHEDULE OF MEETINGS - 2011

(Including anticipated topics and timeline for discussion)

| JANUARY | | | | | | |
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- Election of Officers
- By Laws Review
- Disclosure Forms
- Quarterly Noise Program Update

| FEBRUARY | | | | | | |
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| MARCH | | | | | | |
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- Aviation Enterprise Fund Five-Year Financial Plan

| APRIL | | | | | | |
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- Quarterly Noise Program Update
- Risk Management Insurance Update*

*Moved from Feb. per Risk Mgmt. request.

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- Quarterly Noise Program Update
- CVB Update

| AUGUST | | | | | | |
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- AZ Business Aviation Assn. Update

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- Quarterly Noise Program Update
- Chamber Update

| NOVEMBER | | | | | | |
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- Aviation Capital Improvement Program

| DECEMBER | | | | | | |
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